

Retention and Classification Report

Agency: Attorney General's Office. Civil Department. State Agency
Counsel Division (2544)
P.O. Box 140857
Salt Lake City, UT 84114-0857

Records Officer Amy Casterline

09823	Department of Transportation condemnation case files
25153	Division of Facilities and Construction Management case file
24958	Interstate agreement on detainer records
09602	Public Affairs Division case files

AGENCY: Attorney General's Office. Civil Department. State Agency Counsel Division

SERIES: 9823

3

TITLE: Department of Transportation condemnation case files

DATES: 1965-

ARRANGEMENT: Alphabetical by subject

ANNUAL ACCUMULATION: 3.00 cubic feet.

DESCRIPTION:

These files document condemnation actions taken by the Attorney General's Office at the request from the Department of Transportation. They include information on the building of Interstate 15 and the subsequent changes and expansion of the freeway in the 1990s. Information includes pleadings, court papers, depositions, and attorney's notes.

RETENTION:

Retain 40 years.

DISPOSITION:

Transfer to the State Archives with authority to weed.

RETENTION AND DISPOSITION AUTHORIZATION:

Retention and disposition for this series were specifically approved by the State Records Committee.

APPROVED: 06/1997

FORMAT MANAGEMENT:

The retention and disposition information on this schedule applies to the record copy which can be in any format. The record copy can include different formats. Format management information provided here is for the purpose of managing records that are being either stored by or transferred to Utah State Archives.

Paper: Retain in Office for 1 year after case closes and then transfer to State Records Center. Retain in State Records Center for 39 years and then transfer to State Archives with authority to weed.

AGENCY: Attorney General's Office. Civil Department. State Agency Counsel
Division

SERIES: 9823

TITLE: Department of Transportation condemnation case files

(continued)

APPRAISAL:

Administrative Historical

This disposition is based on the administrative needs expressed by the agency. There is a secondary historical value that documents the building of Interstate 15 and its expansion in the 1990s.

PRIMARY CLASSIFICATION:

Protected UCA 63G-2-305 (2008)

SECONDARY CLASSIFICATION(S):

Public. Requests for access to these records will be granted on a case by case basis after being reviewed by attorneys.

AGENCY: Attorney General's Office. Civil Department. State Agency Counsel
Division

SERIES: 25153

1

TITLE: Division of Facilities and Construction Management case files

DATES: 1995-

ARRANGEMENT: Alphabetical by case name.

ANNUAL ACCUMULATION: 5.00 cubic feet.

DESCRIPTION:

These records contain files created by the Attorney General's office representing the Division of Facilities and Construction Management. Files contain copies of building plans, contracts, agreements, and various information used in the construction of State owned buildings. May also include pleadings, court papers, depositions, and attorney's notes.

RETENTION:

Retain 40 years.

DISPOSITION:

Transfer to the State Archives with authority to weed.

RETENTION AND DISPOSITION AUTHORIZATION:

Retention and disposition for this series is proposed and has not yet been approved.

FORMAT MANAGEMENT:

The retention and disposition information on this schedule applies to the record copy which can be in any format. The record copy can include different formats. Format management information provided here is for the purpose of managing records that are being either stored by or transferred to Utah State Archives.

Paper: Retain in Office for 1 year and then transfer to State Records Center. Retain in State Records Center for 39 years and then transfer to State Archives with authority to weed.

APPRAISAL:

Administrative Historical Legal

This disposition is based upon the administrative needs of the agency and the secondary research value associated with these records.

AGENCY: Attorney General's Office. Civil Department. State Agency Counsel
Division

SERIES: 25153

TITLE: Division of Facilities and Construction Management case files

(continued)

PRIMARY CLASSIFICATION:

Protected UCA 63G-2-305 (2008)

SECONDARY CLASSIFICATION(S):

Public. Requests for access to these records will be granted on a
case by case basis after being reviewed by attorneys.

AGENCY: Attorney General's Office. Civil Department. State Agency Counsel
Division

SERIES: 24958

3

TITLE: Interstate agreement on detainer records

DATES: 2002-

ARRANGEMENT: Alphabetical by name.

ANNUAL ACCUMULATION:

DESCRIPTION:

This series contains records that are used to facilitate the transfer of inmates currently serving a term of imprisonment who face untried criminal charges in another jurisdiction. To obtain the temporary custody of an inmate for prosecution purposes, the demanding state must complete certain forms. These forms help ensure that the requirements of the Interstate Agreement on Detainers are met (see UCA 77-29-5). Some IAD forms are sent to each state's Agreement Administrator for signature. Others are courtesy copies. These records may include copies of Interstate Agreement on Detainer forms such as: Evidence of Agents Authority to Act for Receiving State, Prosecutor's Acceptance of Temporary Custody, Prosecutor's Request for Temporary Custody and Offers to Deliver Temporary Custody. There may also be copies of Certificates of Inmate Status, Prosecutor's Report on Disposition of Charges, Prosecutor's Certification (for United States Department of Justice) and miscellaneous related correspondence.

RETENTION:

Retain 1 year

DISPOSITION:

Destroy.

RETENTION AND DISPOSITION AUTHORIZATION:

Retention and disposition for this series were specifically approved by the State Records Committee.

APPROVED: 05/2003

AGENCY: Attorney General's Office. Civil Department. State Agency Counsel
Division

SERIES: 24958

TITLE: Interstate agreement on detainer records

(continued)

FORMAT MANAGEMENT:

The retention and disposition information on this schedule applies to the record copy which can be in any format. The record copy can include different formats. Format management information provided here is for the purpose of managing records that are being either stored by or transferred to Utah State Archives.

Paper: Retain in Office for 1 year and then destroy.

APPRAISAL:

Administrative Legal

PRIMARY CLASSIFICATION:

Public

AGENCY: Attorney General's Office. Civil Department. State Agency Counsel Division

SERIES: 9602

3

TITLE: Public Affairs Division case files

DATES: 1965-

ARRANGEMENT: Alphabetical by case name, thereunder chronological by date

ANNUAL ACCUMULATION: 10.00 cubic feet.

DESCRIPTION:

These files document the litigation and actions taken by the Attorney General's Division of Public Affairs, on the behalf of state agencies. Information includes pleadings, court documents, correspondence, depositions, and attorney work product. Represented agencies include Department of Administrative Rules, Agriculture, Drivers License, Alcoholic Beverage Control, Health, Human Resources, Indian Affairs, Tobacco, Governor's Office, Lt. Governor' Office, Community and Economic Development, Public Utilities, National Guard, and Utah Occupational Health and Safety.

RETENTION:

Retain 25 years.

DISPOSITION:

Destroy.

RETENTION AND DISPOSITION AUTHORIZATION:

Retention and disposition for this series were specifically approved by the State Records Committee.

APPROVED: 06/1995

FORMAT MANAGEMENT:

The retention and disposition information on this schedule applies to the record copy which can be in any format. The record copy can include different formats. Format management information provided here is for the purpose of managing records that are being either stored by or transferred to Utah State Archives.

Paper: Retain in Office until case is closed and then transfer to State Records Center provided no pending litigation. Retain in State Records Center for 25 years and then destroy.

AGENCY: Attorney General's Office. Civil Department. State Agency Counsel
Division

SERIES: 9602

TITLE: Public Affairs Division case files

(continued)

APPRAISAL:

Administrative Legal

Pursuant to UCA 63G-2-305(16), (17), and (18), these records have legal value as they document litigation by the Public Affairs Division of the Attorney General's Office as it represents various state agencies.

PRIMARY CLASSIFICATION:

Protected UCA 63G-2-305 (2008)

SECONDARY CLASSIFICATION(S):

Public. Requests for access to these records will be granted on a case by case basis after being reviewed by attorneys.